



Tonnage Report & Fee Calculation Form for Landfills Technical Guidance Document SW 08-01

The owner or operator of each permitted landfill in Kansas is required to provide periodic reports to the Bureau of Waste Management (BWM) regarding the tons of waste disposed of in the landfill. This document provides guidance on completion of the Landfill Solid Waste Tonnage Report and Fee Calculation form.

How frequently should I send a report?

Reports for most landfills must be turned in quarterly, although reports may be submitted monthly if that is more convenient for the landfill. Municipal solid waste (MSW) landfills disposing of 50,000 tons or more annually **must** file reports monthly. Please contact BWM if you wish to change your reporting frequency.

When are the reports due?

The reports are due by the last day of the month following the end of the reporting period. Tonnage fee payments received by BWM after the due date may be subject to a late fee.

As a convenience, BWM mails a report form to landfills near the end of the reporting period. If your landfill does not receive a form, it does not excuse you from turning in the form. You may use the blank form at the end of this document, or print off a blank form from the BWM website at www.kdheks.gov/waste/.

What should I include in the report?

You must report all solid waste that has been placed in the landfill during the reporting period. Do not use the Landfill form to report waste that is transferred, composted, sent off-site to be recycled, or otherwise not placed in the landfill. BWM sends out separate forms for reporting waste that is transferred, composted, or recycled.

If your facility has a burn permit, the amount of wood waste that is burned should not be reported on the Landfill form, but you must report the ash that is placed in the landfill.

Which is the right category for the waste?

Refer to the following descriptions to determine how to report the waste:

C&D: Construction and demolition waste is:

- 1) Solid waste resulting from the construction, remodeling, repair and demolition of structures, roads, sidewalks and utilities;
- 2) untreated wood and untreated sawdust from any source;
- 3) small amounts of MSW generated by the consumption of food and drinks at C&D sites;
- 4) furniture and appliances from which CFCs have been removed;
- 5) motor vehicle window glass; and
- 6) vegetation from land clearing and grubbing, utility maintenance, and seasonal or storm-related cleanup.

NOTE: C&D waste does not include material containing friable asbestos, garbage, electrical equipment containing hazardous materials, appliances from which CFCs have not been removed, **tires**, drums and containers even though the wastes resulted from C&D activities.

Industrial: Industrial waste is solid waste resulting from manufacturing, commercial and industrial processes which is not suitable for discharge to a sanitary sewer or treatment in a community sewage treatment plant or is not beneficially used in a manner that meets the definition of recyclables.

Tires: Waste tires are tires that have been removed from a vehicle or aircraft following a period of use and are no longer suitable for their original intended purpose because of wear, damage or defect.

Special: Special waste is solid waste that because of physical, chemical, or biological characteristics, requires special management standards due to concerns for owner or operator safety regarding handling, management, or disposal. The generator of the special waste must obtain a special waste disposal authorization from BWM prior to disposal.

Waste that would otherwise fit into another category, for example industrial waste, should be reported as Special Waste if a special waste disposal authorization was required.

MSW: Municipal solid waste includes residential waste, commercial waste, and institutional waste. White goods, such as large household appliances, water heaters, microwave ovens, dehumidifiers, trash compactors, and air conditioners are considered MSW and may be disposed of in MSW landfills. (All CFC-containing appliances must have CFC's removed before disposal.) Suggested alternatives to disposal are repair, resale, or recycling.

How do I record imports?

Under the column heading "Source of waste" indicate which state the waste was imported from on the line next to "Other."

NOTE: THIS HAS CHANGED

Solid waste received from a state other than Kansas will be reported as an import by both the transfer station (if the waste comes through a transfer station) and by the final disposal facility. The transfer station must report the amount of waste that was received from each state to the disposal facility.

Which waste is exempt from the tonnage fee?

The following wastes are exempt from the tonnage fee and should be reported in the top section of the form:

- 1) Waste tires.
- 2) Sludge from public drinking water supply treatment plants, if placed in a monofill.
- 3) Clean rubble (unless mixed with other C&D waste).
- 4) Vegetation from:
 - a. land clearing and grubbing,
 - b. utility maintenance, and
 - c. seasonal or storm-related cleanup.Note: yard waste is not exempt.
- 5) C&D waste generated by a government entity in Kansas, or anyone acting on the government's behalf.
- 6) Industrial waste disposed of at a solid waste disposal area which is:
 - a. permitted by the Secretary,
 - b. owned or operated by or for the industrial facility generating the waste, and
 - c. used only for industrial waste generated by the industrial facility

Do I report alternative daily cover?

Alternative materials approved for use as daily cover are subject to the same reporting and fee regulations as if they were being disposed of as normal waste.

Where do I go for more information?

The information in this guidance document is based on the following statutes and regulations: KSA 65-3402, KSA 65-3415b, KAR 28-29-03, and KAR 28-29-85. These laws and regulations can be downloaded from the BWM website or from the Kansas Legislature website at www.kslegislature.org/ Please call the Bureau of Waste Management at (785) 296-1600 with any questions you may have.

For additional information regarding proper management of solid waste in Kansas, you may contact the Bureau of Waste Management at (785) 296-1600 or the address at the top of this document, or visit the Bureau's website at <http://www.kdheks.gov/waste/>

Landfill
Kansas Department of Health and Environment
Solid Waste Tonnage Report & Fee Calculation
Volume to Weight Conversion Worksheet on Back ⇌

Reporting Period: _____

Report Due: _____

Permit # _____

Facility Name: _____

If no solid waste was disposed of during the reporting period, check here and sign below. ☐

Tons of Waste Disposed which are **EXEMPT** from the Tonnage Fee.

Source of waste	C&D	Industrial	Tires	Totals
Kansas				
Other _____				
Other _____				
✓ if disposed in MSW cell				

Tons of Waste Disposed which are **SUBJECT** to the **TONNAGE FEE**.

Source of waste	C&D	Industrial	Special	MSW	Totals
Kansas					
Other _____					
Other _____					
✓ if disposed in MSW cell				Total Tons:	
				Fee (\$1.00/ton):	

Make check payable to: **SW Mgmt Fund - KDHE**

Mail form and check to: BWM, KDHE
1000 SW Jackson, Suite 320
Topeka, KS 66612-1366

**Please submit this
form with your check.**

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information is true, accurate and complete.

Name/Title _____

Phone _____

Signature _____

Date _____

KSA 28-29-85(b): Any operator failing to remit the appropriate tonnage fee and submit the report within 45 days after each reporting period shall pay a late processing fee of 1.5% per month on the unpaid balance from the date the fee was due until paid.

Volume to Weight Conversions

Municipal Solid Waste

lbs

tons

loose _____ yd³ x 325 = _____ ÷ 2,000 = _____

compacted _____ yd³ x 650 = _____ ÷ 2,000 = _____

total residential/commercial _____

Construction/demolition

_____ yd³ x 1250 = _____ ÷ 2,000 = _____

Industrial

general _____ yd³ x 330 = _____ ÷ 2,000 = _____

liquid/sludge _____ gal x 8.3 = _____ ÷ 2,000 = _____

liquid/sludge _____ yd³ x 1685 = _____ ÷ 2,000 = _____

total industrial _____

Tires

Passenger _____ tires x 20 = _____ ÷ 2,000 = _____

Truck _____ tires x 100 = _____ ÷ 2,000 = _____

Tractor _____ tires x 360 = _____ ÷ 2,000 = _____

Mixed _____ tires x 65 = _____ ÷ 2,000 = _____

Quartered _____ yd³ x 400 = _____ ÷ 2,000 = _____

Shredded _____ yd³ x 280 = _____ ÷ 2,000 = _____

Total tons tires _____

Credit Card Payment

"A 2.5% convenience fee will be assessed on this transaction to cover costs associated with the acceptance of this credit card."

Tonnage fee _____ x 1.025 = _____ amount billed to credit card.

Discover Account Number: _____

Expiration Date: ____ / ____

Name as it appears on the card: _____

Mailing Address: _____

City / State / Zip Code: _____

Signature: _____

"By my signature, I acknowledge my understanding that a 2.5% convenience fee is being included in the final total of this transaction."

Daytime Phone: _____ Evening Phone: _____